

Administration Committee

2015-02-11 09:40:00.0

Or immediately following the 9:35 a.m. BATA Oversight Committee meeting whichever occurs later.

Joseph P. Bort MetroCenter Lawrence D. Dahms Auditorium 101 Eighth Street Oakland, California

The Administration Committee considers matters relating to MTC administration, budget and agency contracts.

This agenda was updated 2015-02-05 16:19:18.0. It is accurate to the best of our knowledge at that time.

For assistance, please contact Kimberly Ward, kward@mtc.ca.gov, (510) 817-5967

This meeting will be [audiocast](#) on the MTC Web site during the meeting, and an [audio file](#) will be available for approximately one month after the meeting date.

Chair

Adrienne J. Tissier

Vice Chair

Scott Wiener

Members

Jason Baker Tom Bates D
Campos Federal Glover M
Luce Bijan Sartipi+ Vaca

Ex Officio

Amy Rein Worth*** Dav
Cortese***

Ad Hoc

All Other Commissioners

Staff Liaison

Steve Heminger

1. Confirm Quorum

2. Consent:

Minutes - January 14, 2015 Meeting.*

a) Action: Committee Approval

- [2a Minutes 011415.pdf](#)

MTC Financial Statements - December 2014.*

Presented by: Eva Sun

b)

Action: Information

- [2b Financials 12 2014.pdf](#)

Contract Amendment - Transit Passenger Survey Services: ETC Institute. (\$125,000)

Presented by: Shimon Israel

c)

Action: Committee Approval

- [2c Transit Passenger ETC.pdf](#)

Contract Amendment - Translation and Interpretation Services: International Effectiveness Center. (\$42,000)

d) **Presented by:** Leslie Lara

Action: Committee Approval

- [2d Translation International.pdf](#)

Contract - Regional Transit Asset Management Guidance and Support: CH2M Hill, Inc.* (\$190,139)

Presented by: Melanie Choy

e)

Action: Committee Approval

- [2e CH2MHill.pdf](#)

Funding Agreement Amendment - Regional Goods Movement Plan: Alameda County Transportation Commission.* (\$150,000)

f) **Presented by:** Carolyn Clevenger

Action: Committee Approval

- [2f Regional Goods.pdf](#)

Contract Amendment - Smart Driving Implementation: ICG Jones & Stokes.* (\$500,000)

Presented by: Ursula Vogler

g)

Action: Committee Approval

- [2g Smart Driving.pdf](#)

Funding Agreement - Plug-In Electric Vehicle Signage and Education Grants: Bay Area Air Quality Management District.* (\$500,000)

h) **Presented by:** Ursula Vogler

Action: Committee Approval

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- [2h Plug In BAAQMD.pdf](#)

Contract Amendment - Professional Auditing Services: PricewaterhouseCoopers, LLP.* (\$1,500,863)

Staff will request the Committee to approve a contract amendment with PricewaterhouseCoopers, LLP for the FY 2014-15 audit and related services.

3. Presented by: Brian Mayhew

Action: Committee Approval

- [3 PWC.pdf](#)

MTC Resolution No. 4173 - Statement of Investment Policy.*

Staff will request the Committee to forward to the Commission for approval the Statement of Investment Policy which includes one modification: requirement that both the Executive Director and the Treasurer sign any agreements to open financial accounts.

4. Presented by: Brian Mayhew

Action: Commission Approval

- [4 Resolution 4173.pdf](#)

Investment Report for December 2014.*

Staff will provide an update on the portfolio performance and general investment environment.

5. Presented by: Brian Mayhew/Susan Woo

Action: Information

- [5 Investment 12 2014.pdf](#)

Monthly Travel Report.*

Staff will provide an update on travel and travel-related expenses.

6. Presented by: Steve Heminger

Action: Information

- [6 Travel Report.pdf](#)

Other Business/Public Comment/Adjournment

7. Action: Information

Next meeting

2015-03-11 09:35:00.0

Joseph P. Bort MetroCenter

Lawrence D. Dahms Auditorium

101 Eighth Street

Oakland, California

*Attachment sent to committee members, key staff and others as appropriate. Copies will be available at the meeting.

**All items on the agenda are subject to action and/or change by the Committee. Actions recommended by staff subject to change by the Committee.

***MTC's chair and vice-chair are ex-officio voting members of all standing committees.

+Non-Voting member.

++Item will be distributed at the meeting.

Quorum:A quorum of this committee shall be a majority of its regular non-ex-officio voting members (4).

Public Comment: The public is encouraged to comment on agenda items at committee meetings by completing request-to-speak card (available from staff) and passing it to the committee secretary. Public comment may be limited by any of the procedures set forth in Section 3.09 of MTC's Procedures Manual (Resolution No. 1058, Revised) if, in the chair's judgment, it is necessary to maintain the orderly flow of business.

Meeting Conduct: If this meeting is willfully interrupted or disrupted by one or more persons rendering orderly conduct of the meeting unfeasible, the Chair may order the removal of individuals who are willfully disrupting the meeting. Such individuals may be arrested. If order cannot be restored by such removal, the members of the committee may direct that the meeting room be cleared (except for representatives of the press or other news media not participating in the disturbance), and the session may continue.

Record of Meeting: MTC meetings are recorded. Copies of recordings are available at nominal charge, or recordings may be listened to at MTC offices by appointment. Audiocasts are maintained on MTC's Web site for public review for at least one year.

Accessibility and Title VI: MTC provides services/accommodations upon request to persons with disabilities and individuals who are limited-English proficient who wish to address Commission matters. For accommodations or translations assistance, please call 510.817.5757 or 510.817.5769 for TDD/TTY. We require three working days notice to accommodate your request.

可及性和法令第六章： MTC 根據要求向希望來委員會討論有關事宜的殘疾人士及英語有限者提供服務/方便要便利設施或翻譯協助者，請致電 510.817.5757 或 510.817.5769 TDD / TTY。我們要求您在三個工作日前告知滿足您的要求。

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